

**CONNECTICUT DEPARTMENT OF CORRECTION
JOB OPPORTUNITY**

Correctional Counselor Supervisor

<http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=5622>

Please follow the specific application filing instructions at the bottom of this page!

Open To: CT - DOC Employees Only

Location: Statewide Vacancies

Hours: 40 hours per week; shift and schedule TBD

Salary: \$77,613 - \$102,544 (Annually)

Closing Date: Tuesday, August 22, 2017

Minimum Qualifications:

Considerable knowledge of relevant agency policies and procedures; considerable knowledge of relevant state and federal laws, statutes, and regulations; considerable knowledge of case work methods and techniques and current correctional practices including inmate classification systems and parole practices; considerable knowledge of individual and social factors contributing to delinquency and crime; considerable knowledge of counseling principles and techniques; considerable knowledge of welfare resources; knowledge of substance abuse and current correctional treatment practices; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to plan and organize a case work program; ability to utilize computer software; supervisory ability.

Eligibility Requirement:

To apply for the position of Correctional Counselor Supervisor, candidates must have applied for and passed the Correctional Counselor Supervisor exam and be on the current certification list promulgated by the Department of Administrative Services. Current DOC employees who have previously attained permanent status in the class may also apply.

Note:

The filling of this position will be in accordance with reemployment, SEBAC, promotion and merit employment rules. Employees should be aware that performance appraisals, attendance records and discipline records will be reviewed to ensure that you meet DOC Administrative Directive 2.3 <http://www.ct.gov/doc/LIB/doc/PDF/AD/ad0203.pdf>

Application Instructions:

Applicants who passed the Correctional Counselor Supervisor exam and have not yet been interviewed for statewide vacancies: Must submit a cover letter, their last two (2) Performance Evaluations and an application for Examination or Employment (Form HR-12) which is available at http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf. Please send via mail or email (no faxes please) to:

**Jim Faulkner, HR Specialist
Department of Correction
24 Wolcott Hill Road
Wethersfield, CT 06109
Email: james.faulkner@ct.gov**

CANDIDATES WHO HAVE PREVIOUSLY INTERVIEWED WILL NOT BE RE-INTERVIEWED AND DO NOT NEED TO TAKE ANY ACTION AT THIS TIME.

All applicants completing the recruitment process will receive a letter outlining their status at the conclusion of the recruitment process.

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

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